MEETING OF PARISH COUNCILLORS OF POSTWICK WITH WITTON PARISH COUNCIL

Thursday 2nd November 2023

A Parish Council meeting was held on Thursday 2nd November 2023 at 7.00 pm at Postwick Village Hall.

Members Present

Mr Hancy (Chair) Mrs Smith (Vice Chair) Mr Riches Mr Miller Mr Price Mr Dukes

Attendance

Broadland District Cllr Eleanor Laming Su Allport (Parish Clerk)
Matthew Jameson (Parishioner) present for part of the meeting

A Minutes Silence

Prior to the commencement of the meeting a minute's silence was observed for Remembrance Day.

To Consider Apologies for Absence

4916. Mr Miller Mrs George

To Confirm Declaration of Interest and Requests for Dispensation on Items on the Agenda

4917. None declared.

To Confirm the Minutes of the Parish Council Meeting Held on 5th October 2023

4918. The Parish Council Minutes were agreed and signed.
Proposed: Mr Hancy **Seconded:** Ms Smith

To Report on Actions Arising from the Minutes Not on the Agenda

4919. 4905. Awaiting quote for repairs to the playground equipment from Norfolk Games and Frames.

4905. Mr Hancy to ask other local parishes at the next Cluster meeting (meeting now postponed until January 2024) to campaign to keep open the Postwick Park and Ride.

4906. Mr Hancy had a meeting with Mrs P Stiven. The Social Club and Parish Council responsibilities in the Terms of Reference, Financial Controls, Policies and Online banking being Progressed. Ongoing. **CH**

4907. Shred Station Planning Application. Ecology survey and potential alternative site.

4912. An advert had been put in the newsletter asking for landowners/ individuals who had equipment which would be useful in an emergency to contact the parish clerk.

To Consider a Resolution to Adjourn the Meeting for Items 6) and 7)

4920. Item deleted.

Open Participation for Members of the Public to Raise Questions on and/or make Statements about Matters on the Agenda

4921. Mr Jameson provided details on item 10 of the Agenda.

To Receive a Report from the District Councillor

4922. District Councillor Eleanor Laming read out her report. This report would be put on the parish council website.

Reconvene the Meeting

4923. Item deleted.

To Receive a Report from the Postwick Social Club and to Discuss Proposed Terms of Reference and Village Hall Insurance

4924. Mr Riches reported that Matthew Jameson's Halloween event was a great success. Upcoming events included Christmas Village get together on 16th December. Mr Riches and Mr Dukes had been looking into Air Source Heat systems for the village hall.

To Consider a Proposal from a Commercial Company to Hire the Village Hall and Grounds for a 1940's Themed Event in June 2024

4925. Having previously presented to the Village Hall Sub-Committee, Mr Jameson asked the Parish Council if he could hold a Vintage/1940's event in June 2024 on the village hall playing field (and also proposing to use the cricket outfield as well). As his commercial company would be sub-letting areas to other commercial companies, this proposed hire was rejected as sub-letting was not allowed under the hire terms and conditions due to the parish insurance cover. Councillors raised other issues and concerns that would have to be taken into account.

To Receive a Report from the Postwick Neighbourhood Plan Sub-Committee

4926. Mr Dukes said the Sub-Committee have met once. Mr Dukes said he had recently finished editing and commenting on the Evidence Base Document that had been drafted by C C Planning. He asked other Sub-Committee members for their comments. He had also been working on a consultation questionnaire with C C Planning which he had also asked members to comment on. A further meeting on Monday had been arranged to discuss next steps with the consultation.

To Consider Planning Applications, Proposals and Appeals

4927. **Planning Ref: BA/2023/0001**
Town and Country Planning Act 1990 (as amended)
Site Location : Blackwater Carr Land Off Ferry Lane Postwick
Description : Retrospective Consent for the Use of a Yurt on a Small, Raised Platform, Securing a Table and Bench to the Ground, Installation of a Small Staked and Woven Willow Windbreak
Appeal Reference : APP/E9505/W/23/3321331
Appeal Application Reference: BA/2023/0001/REF
Appeal Starting Date : 24 October 2023
Appellant : Mr & Ms Steve & Mary Hooper & Alexander
The Parish Council support the appeal in line with the written comments the District Councillor has made about the matter.. All in favour.
Proposed: Mr Hancy **Seconded:** Ms Smith

To Consider a Change to the Standing Orders – Section 3 Para F) (Page 6) to Change the Time from 10 mins to 15 mins For Public Participation

4928. Mr Hancy proposed to change the time of the Standing Orders Section 3 Paragraph f) (Page 6) from 10 mins to 15 mins for public participation. All in favour.
Proposed: Mr Hancy **Seconded:** Mr Price

To Consider a Proposal for a Governance Check on the Parish Council by NALC and an External Association

4929. Mr Hancy proposed that the Parish Council undertake a Governance check by NALC and an external association for £350. All in favour..
Proposed: Mr Hancy **Seconded:** Mr Dukes

To Consider a Proposal for the Parish Clerk to Attend a Parish Clerk's Refresher Course

4930. Parish Clerk requested to go on a Parish Clerk's refresher course with Norfolk Association of Town and Parish Council's which starts on 6th November for 4 weeks. Cost of training is £90 plus VAT. Mr Hancy proposed Parish Clerk to attend. All in favour.
Proposed: Mr Hancy **Seconded:** Mr Riches

To Receive a Report on Any New and/or Outstanding Highways Matters

4931. The following Highways updates:-

- Parish Clerk reported eroding on Leeder Hill to Highways.
- Cutting back of TPO trees on Brundall Low Road ongoing.
- Mr Dukes reported to Highways that the Broadland Way cycle path was overgrown.
- Letter received from Norfolk County Council asking the Parish Council to give comments on the proposed 20mph speed limit reduction on various roads. All in favour. The Parish Clerk to complete the form. **SMA**

To Approve Hedge Cutting at the Village Hall

4932. Parish Council discussed and then approved the village hall hedge cutting including cutting the playing field hedgerow by the near the play area. All in favour. **SMA**
Proposed: Mr Hancy **Seconded:** Ms Smith

To Receive the Clerk's Correspondence

4933. To Receive the Clerk's Correspondence and Reports

- **Present Correspondence/Information Received**
- **Filing –** Date now arranged.
- **Next Cluster Meeting –** Next Cluster meeting was now arranged for 16th January 2024 at 7.30 pm at Postwick Village Hall.

To Consider Service on the WindTurbine

4934. As the windturbine had stopped working, the Parish Council asked the Parish Clerk to find out prices between repairing the windturbine and a Service which was due in 2024. Parish Council gave permission for the Parish Clerk and Chair to make a decision once prices had been received. **SMA**
Proposed: Ms Smith **Seconded:** Mr Price

To Present the Monthly Playground Inspection Report

4935. The monthly playground inspection was read out. Dog fouling signs had disappeared. Parish Clerk to contact the rights of way team at Norfolk County Council about replacement footpath sign. Parish Clerk to find Prices for two dog fouling signs. **SMA**

To Receive an Update on the Progress of the Village Sign

4936. Mike Marshall was awaiting on two more quotes for the construction of the village sign plinth. Parish Clerk to ask the Plymouth Brethren. **SMA**

Finance

4937. **i. To Receive a Report from the Parish Clerk on "Budgeting and Precept"**

Parish Clerk reported back on the Budgeting and Precept Course she attended.

ii. To Receive the Monthly Financial Report

The monthly financial report for September was issued.

iii. To Consider a Donation/Wreath for the Royal British Legion

The Parish Council discussed a donation/wreath for the Royal British Legion and decided to give £35 donation. All in favour.
Proposed: Mr Hancy **Seconded:** Ms Smith

iv. To Consider a Donation to Witton Churchyard

The Parish Council had received a letter from Witton Church asking for a donation towards the upkeep of Witton churchyard. After discussion it was agreed to a donation of £320.
Proposed: Mr Dukes **Seconded:** Mr Price

v. To Approve Invoices for Payment and Authorisation of Cheques

The Parish Council approved invoices and authorised cheques.

Incoming

EON – Received Feed-in-Tariff	**£295.86**
Community Infrastructure Levy	**£4,437.44**

Outgoing

S M Allport – Parish Clerk's Salary of £381 per month plus expenses £10, **less** pension contributions £20.95	**£370.05**
Norfolk Pension Fund pension contribution from Parish Council £89.53 and Parish Clerk contribution of £20.95	**£110.48**
Matthew Jameson – Grass Cutting	**£220.00**
Postwick Village Hall – Feed-in-Tariff	**£295.86**
Great and Little Plumstead & Witton Parochial Council - Donation for Upkeep of Witton Churchyard	**£320.00**
Royal British Legion Donation	**£35.00**
Collective Community Planning Ltd	**£1,500.00**

Proposed: Mr Hancy **Seconded:**

To Record Items for the Next Agenda (Not for Discussion)

4938. i. To consider a proposal to change the layout of the Minutes of Parish meetings from January 2024.

ii. To discuss and agree actions with regard to how Network Rail access the Park and Ride extension.

iii. To consider and agree weekly playground inspections.

iv. To discuss and agree how the CIL money should be managed.

v. To discuss the continual flooding of areas within Postwick and agree any actions required.

vi. To consider a Budget and Precept for 2024.

To Confirm the Date and Time of the Next Monthly Parish Council Meeting – Thursday 7th December 2023 at 7 pm at Postwick Village Hall

4939. Meeting closed at 9.20 pm. Date of next Parish Meeting is to be on Thursday 7th December 2023 at 7.00 pm in Postwick Village Hall.